

**MARYLAND NATURAL RESOURCES POLICE
RECORDS SECTION
1072 EAST COLLEGE PARKWAY
ANNAPOLIS, MD 21409
(410) 295-4646**

REQUEST FOR COPY OF POLICE REPORT

Please print all entries. To receive a copy of a police report, please fill out the following information and mail your request along with payment to the above address. There is a \$5.00 reproduction charge for each report requested. Payment must be in the form of a check or money order (cash will not be accepted) made payable to Maryland Natural Resources Police. Please include as much information as possible. **REPORTS CANNOT BE PICKED UP WHILE YOU WAIT, NOR CAN THEY BE FAXED.** Once the Records Section receives your request and payment, the report will be mailed within 30 days. Unsigned requests for police reports will not be processed and will be returned to the requestor.

If you have any questions about this procedure, please contact the Records Section at 410-295-4646.

Type of Police Report & Purpose/Reason for Request		
<input type="checkbox"/> Motor Vehicle Accident	<input type="checkbox"/> Boating Accident	<input type="checkbox"/> Hunting Accident
<input type="checkbox"/> Drowning Investigation <input type="checkbox"/> Other Type of Report (<i>indicate type</i>): _____		
Purpose/Reason for Request (<i>be specific</i>): _____		

Incident & Requesting Person's Information	
Incident Number: _____	Date & Time Reported: _____
Type of Incident: _____	Investigating Officer: _____
Location & County of Incident: _____	
Requesting Person's Name: _____	
Requesting Person's Address: _____	
Requesting Person's Phone Numbers: _____	Home #: _____ Work #: _____

Requesting Person's Qualification for Police Report (check one box ONLY)	
<input type="checkbox"/>	* Person involved in incident (<i>indicate whether driver, passenger, property owner, pedestrian, owner, victim, or defendant</i>): _____
<input type="checkbox"/>	* Legal representative of person involved (<i>indicate whether attorney, parent/guardian, conservator</i>): _____
<input type="checkbox"/>	* Employee/Agent of insurance company of person involved in motor vehicle accident (<i>indicate policy/claim #</i>): _____
<input type="checkbox"/>	* State Attorney's or other prosecutor (<i>indicate county/state</i>): _____
<input type="checkbox"/>	* Representative from victim's services program (<i>indicate organization's name</i>): _____
<input type="checkbox"/>	* Employee or radio/television station licensed by the FCC (<i>indicate station's call letters & channel</i>): _____
<input type="checkbox"/>	* Employee of newspaper (<i>indicate name of newspaper</i>): _____
<input type="checkbox"/>	* Unit of local/state/federal government that is authorized access to report (<i>indicate unit's name</i>): _____
<input type="checkbox"/>	Beneficiary of deceased person involved (<i>indicate relationship</i>): _____
<input type="checkbox"/>	Other (<i>indicate specific relationship, capacity, or authority</i>): _____

Additional Requirements for Motor Vehicle Accident Reports (check & complete)	
Under the Annotated Code of Maryland, Transportation Article, §20-110, for 60 days following the date a motor vehicle accident report is filed, only a qualified person as designated by one of the asterisks (*) listed above may access the report. In addition they must:	
<input type="checkbox"/>	Provide a valid driver's license or other state issued identification card (<i>attach copy</i>).
<input type="checkbox"/>	Provide proof that the requesting person is a qualified person authorized to receive the report (<i>attach proof</i>).
<input type="checkbox"/>	Sign the statement below:
From the time a person is granted access to the report until 60 days after the date the report is filed, the report will not be used for any commercial solicitation of an individual listed in the report, and that the person will not knowingly disclose any information contained in the report to a third party for commercial solicitation of an individual listed in the report.	
_____	_____
Signature of Requestor	Date Signed

Acknowledgement (read & sign)	
Under the Annotated Code of Maryland, Transportation Article, §20-110, a person who obtains a motor vehicle accident report in violation of the statute is guilty of felony and on conviction is subject to a fine not exceeding \$10,000.00 or imprisonment not exceeding fifteen (15) years, or both.	
AND / OR	
Under the Annotated Code of Maryland, Government Article, §10-627, a person who obtains a government record in violation of the statute or fraudulently obtains a government record is guilty of a misdemeanor and on conviction is subject to a fine not exceeding \$1,000.00.	
_____	_____
Signature of Requestor	Date Signed

OFFICIAL USE ONLY			
VERIFYING OFFICIAL: (PRINTED NAME)	I.D. NO.	VERIFYING OFFICIAL: (SIGNATURE)	DATE
DATE REPORT FILED:	HAS 60 DAYS ELAPSED SINCE REPORT FILED:	REQUESTOR INFORMATION VERIFIED:	REQUEST APPROVED?
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No